

JOB OPPORTUNITY

Franchise Tax Board is an equal employment opportunity employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

☒ Permanent Full-time ☐ Permanent Intermittent ☐ Limited-term (Temporary) Length ____ ☒ Formal Training and Development Assignment

Position Title: Supervisor, Non Tax Debt - Vehicle
Registration Collections & Industrial Health

Classification: Data Processing Manager II
T&D Considered

Location FTB, Central Office

Section/Unit: Compliance Systems Bureau

Salary Range: \$5849-\$7464

Number of Vacancies: 1

Job Description: (includes typical duties)

Under the general direction of the Section Manager, Systems Analysis and Testing Section, the incumbent provides management oversight and team leadership for the Vehicle Registration Collection (VRC) System and the Industrial Health and Safety (IHS) Collection System Unit. The supervisor will be the first level management liason between a staff of analysts, testers and developers and NTD collectors. Responsibilities include directing and monitoring team activities involving the maintenance and enhancements of the VRC and IHS systems supported by the Compliance Systems Bureau.

Required Knowledge, Skills, Abilities:

Strong team leadership and staff development skills
Strong interpersonal, problem solving and negotiation skills
Knowledge of principles and techniques of effective personnel management and supervision
Ability to communicate effectively verbally and in writing with technical and non-technical staff
Knowledge of project mangement techniques and methodologies
Experience supervising or leading technical professionals

Desirable Experience/Qualifications:

Experience with the softare development life cycle in a mainframe based envrionment
Knowledge of information technologies and trends
Knowledge of Franchise Tax Board departmental programs and budget processes
Knowledge of state policies and procedures governing procurement and the use of technology

Mail or hand deliver your application by: November 4th, 2008

Contact Person: Bill Helms

Telephone Number: (916)845-3667

Address/Room Number: Exam Unit, PO Box 550, Sacramento CA 95812-0550 Attn: Bill Helms

Special Instruction: **FTB Employees Hand Deliver or Route To** Bill Helms **at M/S A-211**

"EXEMPT FROM THE FREEZE." California State Tax Compliance: As required by the department's rules of conduct, all employees of the Franchise Tax Board (FTB) must be in compliance with California Revenue and Taxation Code. During the background investigation portion of the hiring process, FTB will review return information to verify California state income tax compliance. Any failure to comply with the California Revenue and Taxation Code may prevent you from being hired at FTB. If you think you may have any potential tax compliance issues, please call 1-800-852-5711 to resolve them prior to seeking employment with FTB.

To be considered for this Job Opportunity, applicants must have permanent civil service status, be reachable on an employment list, or have reinstatement eligibility. **Applications will be screened and only the most qualified applicants will be interviewed. All applicants not currently employed with the Franchise Tax Board will be subject to a pre-employment background investigation.** The investigation will consist of completion of a pre-employment questionnaire, fingerprinting, and an inquiry to the Department of Justice to disclose criminal records.

TDD is Telecommunications Device for the Deaf and is reachable only from telephones equipped with a TDD device.
The California Relay Service telephone numbers are: (from TDD Phone) (800) 735-2929; (from Voice Phone) (800) 735-2922.